

October 2018 AdmissionEnrollment

Okayama University

Graduate School of Humanities and Social Sciences

(Master's English Program)

Application Guidelines

2018

Graduate School of Humanities and Social Sciences

OKAYAMA UNIVERSITY

I. Admissions, curriculum and degrees awarded at the Okayama University Graduate School of Humanities and Social Sciences

The Okayama University Graduate School of Humanities and Social Sciences is an interdisciplinary graduate school consisting of master's and doctorate courses, which is based on our undergraduate schools; Faculty of Letters, Faculty of Law, and Faculty of Economics . The master's course offers four majors: Socio-Cultural Sciences, Comparative Socio-Cultural Sciences, Public Policy Sciences, and Organizational Management Sciences. These programs cover the whole field of the humanities and social sciences. The Doctorate course offers three socio-cultural science courses: Cultural Symbiotics, Human Social Sciences, and Socio-Economic Planning and Policy Science.

The Okayama University Graduate School of Humanities and Social Sciences, one of Western Japan's leading research institutions, conducts academic research and education in accordance with international standards. Our goal is to foster capable and talented people with a high degree of specialization, a broad view, and a profound sense of humanity. In addition, through links with various regional entities including local governments and corporations, our institution serves as a graduate school contributing to the region in the aspects of its culture, society and economy.

(1) Admissions

In the Master's course, we provide interdisciplinary education covering a variety of fields through a program of advanced research. The goal is to train professional people and researchers to have extensive knowledge in the fields of literature, law, and economics, who have excellent thoughts. Our graduates can develop their observation and insight skills, understand diversity and global culture, and respond flexibly to social change.

The Doctorate course is based upon the idea of “the creation of a symbiotic society” and aims at the achievement of the research from various and interdisciplinary approaches.

We welcome individuals, both from Japan and other countries, who have basic knowledge and flexible thoughts, and actively intend to do academic researches with strong senses of purpose and spirits of inquiry in order to tackle the unknown with full intelligence and sensitivity.

In the Master's-level Organizational Management Sciences and Regional Public Policy Management courses, we particularly welcome individuals who strive to acquire more advanced management skills to benefit organizations, as appropriate to specific organizations such as enterprises and government and municipal offices.

(2) Curriculum

The Master's course has been organized and developed to offer a multidisciplinary, comprehensive and interdisciplinary educational system which has continuity with the basic education provided at undergraduate schools such as the Faculty of Letters, Law , and Economics. In particular, the Organizational Management Sciences and Regional Public Policy Management courses have been structured to include field experience in the public sector and in local business.

In the Doctorate course, according to the idea of “the creation of a symbiotic society”, we offer a variety of graduate education programs and also support research taking a multidisciplinary approach targeting culture, organizations, the individual, communities, etc.

(3) Academic Degrees

The Master' s degree is awarded to candidates who have conducted research in the fields of culture, science, literature, law, economics, public policy studies and business administration = MBA Masters, meeting quality standards established by the Graduate School. By the time they graduate, students must have acquired advanced academic knowledge, the ability to carry out research on specific issues at an advanced level, and the ability to consider and conduct to cope with various problems.

The Doctoral degree is awarded to candidates who have conducted research in the fields of culture, science, literature, law, economics, business administration and arts, meeting quality standards established by the Graduate School. Doctoral candidates must conduct doctoral-level research themselves, successfully demonstrating extensive academic creativity. Successful doctoral candidates must also acquire their independent research ability and exhibit broad academic knowledge.

II. Programs

1. Overview of the Master's English Program

To flexibly meet the diverse needs of our students, the GSHSS offers two programs: Professional Researcher Programs (without Master's English program) and Advanced Human Resources Training Programs (including Master's English program). These programs have specific educational objectives and different completion requirements.

In the Master's English program, students complete their entire coursework in English, and can enroll in courses in English offered not only by the students' majored division, but also by any of the other divisions of GSHSS. The curriculum includes courses focused on Japan in the areas of humanities (e.g., anthropology, sociology, Japanese language, history, philosophy, and literature) as well as courses in the social sciences (e.g., law, political science, economics, and business administration).

The Master's English program fosters individuals with a strong command of the English language, as well as diverse interdisciplinary knowledge, which they can use as opportunities arise in the future. On the program, both international and Japanese students learn together using English as a common language. Students find research topics related to their academic interests and carry out their own research. We also encourage students to study abroad and participate in internship programs at international organizations and corporations. Through these opportunities, students will acquire the practical skills to succeed in today's increasingly globalizing world.

Admission Process

The following requirements for program completion are applicable for students enrolled from October 2018. Applicants who reside outside of Japan and are unable to travel to Japan to undertake the admission examination will be evaluated based solely on their application documents (except for those who have Japanese citizenship or permanent residency in Japan).

Students enrolled in the Master's English Program are required to select a major of study, and they are then assigned to the division of the major. A faculty member from the division will be assigned to the student as an academic advisor, and provide research guidance to the student. Prior to submitting their application, each prospective student must contact a faculty member whom the student wishes to have as an academic advisor, receive his or her consent, and put the name of the faculty member in the relevant field on the application form.

Requirements for Program Completion

Requirements for completion of the English program are as follows: (i) achieve an attendance of 2 years or more in the Master's English Program and obtain more than 30 credits; and (ii) achieve a passing mark in both the review of their Research Report and the program's final examination.

However, it is possible for students who have accomplished outstanding research achievements to complete the program in only one year of attendance.

Research Report

Students will select a research subject, collect, analyze, and examine a dataset, and prepare a Research Report. In cases where students are working professionals, research subjects related to their professional work may be chosen. Students must improve the content through opportunities

such as giving research presentations in study groups, and then submit their final Research Report. The method for reviewing the Research Reports will be the same as that for the master's thesis.

The standard length of the Research Report is around 6,400 words in English (excluding notes, supplementary materials, and bibliography).

2. Majors and Concentrations

GSHSS offers six majors: International Society, Japanese and Asian Culture, Human Socio-Culture, Legal and Political Theory, Economic Theory and Policy, and Management Sciences. These majors are offered by the respective divisions of GSHSS. Each division offers subject-specific concentrations that allow students to focus on a specific subject within the major.

The subject-specific programs are divided into two categories by educational objective: Professional Researcher Programs and Advanced Human Resources Training Programs.

Professional Researcher Programs are for students who want to acquire a high degree of knowledge, skills, and ability to assess matters properly in the areas of their specialization, and/or who intend to continue on to a doctorate program (entrance examination required). The main objective of these programs is to develop teachers and researchers.

Advanced Human Resources Training Programs are for students who want to acquire specialized knowledge that they can utilize in their professional work, and/or international students who want to gain knowledge in various aspects related to which overarching subject, including Japanese language and Japanese society. The main objective of these programs is to foster professionals with a high degree of expertise.

In the Master's English Program, students must select a major and subject-specific concentrations of either category within the major. Students will undertake their studies and research under the guidance of the faculty of the majored division.

The subject-specific programs offered are described in the follow pages, organized by program category and division.

(1) Professional Researcher Programs

Division of International Society

- **International Languages and Cultures**

There are four fields in this concentration: language and culture in English-speaking regions, English philology, language and culture in German-speaking regions, and language and culture in French-speaking regions. In this concentration, students will be trained as researchers with a deep understanding of language, and will pursue research in the field of their specialization under guidance from their academic advisors. Students will conduct research on the culture, literature, and language of their specialized linguistic area in comparison with those of other linguistic areas. In doing so, students will acquire research capabilities that extend beyond a particular region, and broaden their understanding of the linguistic culture of their research subject.

- **International Law and Politics**

This concentration is intended for students who wish to explore academic issues from a global perspective. Students will prepare their master's thesis based on specialized research in law and political science, including international law, international organization law, and

international political science. The curriculum is organized to cultivate students' ability to succeed anywhere in the world as researchers who have a high degree of expertise and are able to identify and analyze research subjects from a global perspective.

- **International Comparative Economics**

This concentration prepares students to comprehensively understand the historical development and present state of the world's economies, including that of Japan, as well as the inter-relationships among regions, from a comparative standpoint. Students will be equipped with a wide range of knowledge that is indispensable for formulating their research projects. By thorough analysis of problems concerning economic activities by using a multilateral and multifaceted approach, we foster researchers who are capable of examining the global economy from a unique viewpoint.

Division of Japanese and Asian Culture

- **Japanese and Asian Literature and Culture**

The aim of this concentration is to deepen students' understanding of the structure and development of the languages, literature, cultures, and philosophies of the Asia region, with a specific focus on those of Japan and China, the Chinese Character Cultural Sphere. We equip our students with expert knowledge regarding the language and culture of Japan and China, as well as with the skills to identify research subjects, perform independent research, and present their findings.

- **Linguistics**

This concentration examines topics related to linguistics (mainly of Asian languages), contemporary Japanese linguistics, and sociolinguistics. Students explore not only the phonology, form, and syntax of individual languages, but also topics related to language, society and culture; communication; cognition and language; language change; inter-language contrast; language type; and language contact. Students pursue the essence of language from the viewpoints of structure and use, universality, and diversity.

Division of Human Socio-Culture

- **Philosophy and History of Ideas**

In this concentration, through a complete understanding of classical texts in philosophy and related fields, students will understand the history of knowledge and learn about various topics and methodologies in contemporary philosophy. In addition, we nurture our students' ability to tackle contemporary problems by equipping them with a philosophical method founded on three pillars: problem setting in an original manner, clear and logical composition of arguments, and the development of a sufficient basis to support arguments.

- **Aesthetics and History of Art**

In this concentration, students investigate and analyze cultural phenomena, such as art, music, theater, visual imagery, architecture, gardens, festivals, and activities of play, to understand the aesthetics that have been used to express the philosophies behind works of art. Students also conduct artistic studies to elucidate the cultural structure that supports creation, and study the history of Western and Japanese art. In this concentration, students are not bound by the conventional concept of art, and will compare various cultural phenomena and consider their mutual influences beyond genre, region, and era. In doing so,

students will comprehensively understand how cultural phenomena produce art.

- **History and Archeology**

This concentration provides specialized education in the fields of Japanese history, Oriental history, Western history, and archeology. We offer highly specialized lectures on history, as well as practical exercises. We nurture international researchers who possess unique investigative capabilities, as well as substantial knowledge and understanding of their field. After completion of the master's program, students will flourish in the fields of historical study, education, and museum and cultural administration. The ability to read historical materials and literature at an advanced level is a prerequisite for this concentration.

- **Field Science**

This concentration consists of four fields: sociology, cultural anthropology, geography, and comparative socio-culture. By fully utilizing research methods employed in various fields, including fieldwork, representational analysis, and statistical analysis, students will empirically explore the modes of region, society, and culture that develop through complicated mechanisms. While building on problem setting approaches and methodologies that have been used in various fields, students will also focus on several problems in contemporary society. By requiring the preparation of a master's thesis, we foster talents who are able to independently drive their research forward.

- **Psychology**

This concentration equips students with expert knowledge and skills to scientifically explore human psychology. By requiring the preparation of a master's thesis, we develop researchers who can drive psychology research forward by utilizing empirical methods, including experiments, surveys, and statistical analyses. Students seeking to become a licensed psychologist in Japan may enroll in either this concentration or the Highly Professional Human Resource of Psychology Program, but those seeking to become a clinical psychologist in Japan must enroll in this concentration. Students' potential careers after the completion of their master's degree include psychological specialist or a research position in a company or research institute, or after completing a doctorate program, a research position at a higher education institution.

Division of Legal and Political Theory

- **Legal and Political Theory**

In this concentration, students extensively study basic law, political science, and positive law, as well as constitutions, civil law, criminal law, tax law, the establishment of laws, the resolution of legal disputes, and legal policy. Through the doctorate program, we foster future researchers who can pursue academic issues, and tax accountants who are both highly knowledgeable in tax practice and able to address issues related to tax laws. We offer highly specialized education and individual guidance in the area of the students' intellectual interests, and equip our students with the ability to conduct research.

Division of Economic Theory and Policy

- **Economic Theory and Statistics**

This concentration develops researchers who possess advanced knowledge in a specialized

area in the field of economics, and are capable of investigating and analyzing various economic and policy issues from both theoretical and empirical points of view. We strive to nurture students' ability to identify academic research topics concerning problems in economics and in the fields of theoretical and quantitative analysis in microeconomics, macroeconomics, political economy, and econometrics. We also aim to develop students' capabilities to resolve issues and produce fruitful research. In addition, students acquire a high degree of expertise and specialized skills in economics.

- **Socio-Economic Planning and Policy Science**

In this concentration, we develop students who will flourish as researchers or policy makers. We equip our students with specialized knowledge and skills to elucidate and solve policy issues by using economic and statistical approaches. We also enhance students' abilities to analyze economic models and process and analyze statistical data. Expected careers after completion of the master's program include national or local government official, economic or business consultant to a private corporation, or economist within an economic analysis department, or students may progress to a doctorate program,.

Division of Management Sciences

- **Business Administration**

This concentration is intended for students who want to become researchers at universities or research institutes, or researchers or investigative specialists at other types of institution. Specifically, we aim to train Japanese and international students, and students with a professional background, to become researchers who are committed to explaining and resolving phenomena in the management activities of corporations from the perspective of business administration (social science). Based on specialized knowledge in the fields of social sciences (e.g., sociology, economics, statistics, psychology) with a focus on business administration studies, we cultivate students' ability to investigate problems related to business management. Regarding career paths after program completion, many students progress to a doctorate program or take up research positions at economic research institutes or think tanks, but students will also be equipped to become directors of non-profit organizations or government officials.

- **Accounting**

This concentration develops students' capacity to conduct academic research concerning financial accounting and management accounting. In this concentration, students are encouraged to choose their own research subject. We foster students' ability to obtain information about research subjects by using normative and empirical approaches. In other words, the target goal of this concentration is to foster researchers who are capable of carrying out research from their own point of view, while having a sound understanding of the field of accountancy. After completion of the master's program, students may progress to a doctorate program, or enter accounting professions, start on a general corporate career path, or become government officials.

(2) Advanced Human Resources Training Program

Division of International Society

- **International Mutual Understanding Program**

This concentration enhances students' practical skills to operate in the three major languages

(English, German, and French) that are necessary for a successful international career, and cultivate students' ability to analyze and understand the cultures and societies where these languages are used. We also welcome corporate workers and professionals who are leading international expansion or international project development of their regional companies or local government, and wish to return to school to further refine their skills and abilities. Students will enhance their capabilities on the ground at a practical level through exchange programs with our partner graduate schools outside of Japan, improve their ability to disseminate information, and acquire the skills and capacities needed to flourish at the international level.

- **English Teaching Program**

This concentration offers courses for acquiring a “specialized certificate” (a type of teaching certificate) in the field of English education in secondary education (middle and high schools) in Japan. This concentration is intended for students who have already received foundational education at the undergraduate level to become an English teacher. In this concentration, students engage in a deeper and more specialized exploration of English studies and English literature, and enhance their understanding and command of the English language. Our vision of an ideal teacher is someone who not only has advanced English ability but who is also able to communicate vividly the enchanting world that awaits middle and high school students beyond the classroom, and we design courses offered in English that are effective at creating this type of teacher. In this concentration, faculty members and students exchange opinions mainly through discussion in English. In addition, discussions with students from other divisions bring the international community closer to the students. The experiences gained in this concentration will serve as the cornerstone for students when it is their turn to offer English education to middle and high school students.

- **Law and Politics in a Globalized Society Program**

This concentration is intended for students who want to gain the knowledge needed to solve legal and political problems in the international community from a global perspective, and for students who want to pursue an international career. Students will acquire cutting-edge, practical knowledge in the field of law and political science, and prepare a Research Report on a specific topic. The curriculum is organized to develop students for successful careers in international organizations, private corporations that are expanding internationally, and non-governmental organizations.

- **Core Human Resource Development in East Asia Program**

This concentration equips students with expert knowledge about the current state and historical development of economies around the world. We develop students who can accurately understand the trends and address issues in the increasingly globalizing world economy. Students acquire theoretical and practical knowledge about the Japanese economy and the formation of corporate organizations around the world, especially in East Asia.

Division of Japanese and Asian Culture

- **Asian Languages and Culture Program**

In this concentration, we equip students with extensive knowledge about Asia from the early modern era to the present day. Special attention is given to Japan and China, and the societal and cultural aspects that are shared between the two countries. On their own initiative,

students develop an acute awareness and understanding of some of the issues in today's society. This concentration consists not only of lectures offered by the division but also opportunities for collaboration with a diverse range of fields. Students who complete the master's program are expected to become active and successful "glocal" participants in the international community in Asia.

- **Fostering Japanese Language Teachers in Secondary Education Program**

In this concentration, students study a wide range of academic subjects related to the fields that are taught in Japanese studies courses (contemporary writing, Japanese classic literature, and Chinese classic literature) in secondary education (middle and high schools) in Japan. Building on the knowledge acquired at the undergraduate level, in this concentration, students acquire advanced academic knowledge and research methodologies.

- **Japanese Pedagogy Program**

As globalization progresses, the demand for learning Japanese is rising both in Japan and abroad. Responding to such a need, this concentration is for students who wish to pursue a career in Japanese language education. Courses offered include linguistics, modern Japanese language studies, Japanese pedagogy, sociolinguistics, and history of the Japanese language. Through these courses, students acquire advanced specialized knowledge in Japanese language education.

Division of Human Socio-Culture

- **Socio-Cultural Studies Program**

In this concentration, students will contemplate human behavior and culture and the history of human society through a wide range of courses. Students will choose a main topic of interest related to human society and culture, and based on their chosen topic, they will select courses offered by the division from the fields of philosophy and ideas; aesthetics, art, and art history; history; archeology; sociology; cultural anthropology; geography; comparative socio-culture; and psychology. Students will pursue their investigation on their own initiative while gaining direction for their inquiry from the courses.

- **Multicultural Symbiosis Program**

This concentration aims to develop individuals who are capable of contributing to the multicultural, symbiotic society of the 21st century. This concentration is an expansion of the international exchange education program, "East Asia Symbiosis Program Course." This concentration enhances the educational effect by using a system of proactive cooperation between international students and Japanese students to provide a systematic structure for enrolling in courses offered by other divisions. In addition, by encouraging students to acquire living knowledge in each region, to develop leaders who are supported by knowledge and experience.

- **Social Studies Education Program**

This concentration offers courses for acquiring a "specialized certificate" (a type of teaching certificate) in social studies, geography, history, and civics in secondary education in Japan. Enabled by the interdisciplinary strength of GSHSS, we offer courses, in cooperation with several faculties, including those of literature, law, and economics, that encourage students to develop highly specialized knowledge. In addition, we offer courses where business persons

and government officials are invited to share their experiences and insights to foster students' problem-solving and practical skills. Through these courses, students develop their capability to serve as role models and to teach middle and high school students. Students also develop problem-solving skills, decision-making abilities, and the ability to apply their knowledge to practice, which are skills that are in high demand in the field of education today.

- **Highly Professional Human Resource of Psychology Program**

This concentration is intended for students who want to pass the national examination to become a licensed psychologist in Japan. We develop qualified psychology experts who will be effective from the moment they start work in areas of healthcare, medical care, welfare, education, and industry. While it is also possible to become a licensed psychologist through the Psychology concentration in the Professional Researcher Program, which focuses on research, this concentration places greater emphasis on skills as a practitioner.

Division of Legal and Political Theory

- **Public Law and Policy Program**

The legal and policy issues that arise on a daily basis in the administration of non-profit organizations and public sectors are becoming increasingly complicated and diverse with the progress of informatization and globalization. Government officials involved in public sectors and non-profit organization staff are expected to respond appropriately to these problems. This concentration equips students with the expertise and skills for problem identification and resolution that are required for successful administration of non-profit organizations and public sectors.

- **Business Law Program**

In cases of disputes or compliance problems, a legal expert is expected to bring resolution to the issue. Therefore, it is extremely important in today's society to train corporate legal affairs staff who are skilled in dispute prevention and who can manage initial responses to disputes. This concentration equips students with the expertise and skills for problem identification and resolution that are required to be successful in roles in corporate legal affairs departments.

- **Legal Services Program**

Today, people face many a diverse range of complicated problems in their everyday lives, and the resolution of such problems is becoming increasingly difficult. Training of legal professionals who can address these problems is an urgent issue. At the same time, judicial scriveners and court officials, who are involved in judicial practice alongside lawyers, also need to possess the capability to deal with the diversity and complexity of modern legal problems. This concentration equips students with the expertise and skills for problem identification and resolution that are required for today's legal services.

Division of Economic Theory and Policy

- **Policy Practice Program**

Analyses of theoretical models and statistical data are indispensable for understanding today's important economic challenges and problems, such as growth policy making and the enhancement of competitiveness. This concentration equips students with expert knowledge on various economic theories, econometrics, and statistics, and fosters their ability to analyze

and understand economic realities. In particular, we develop in students the ability to analyze theoretical models and statistical data so that they can examine macroeconomic fluctuations, the progress of globalization, transition economies, and the stimulation of regional economies.

Division of Management Sciences

- **Leadership Training Program**

This concentration is intended for students who wish to acquire practical management-related problem solving skills. Specifically, the concentration trains executives and managers, and aspiring entrepreneurs of venture companies, to become leaders or leadership candidates who are able to solve real-world problems in the management activities of corporations. This concentration is also open to general students, international students, and graduate students of other professions. Students acquire expert knowledge in the area of social sciences, mainly business administration, and develop practical management skills, especially in identifying, understanding, explaining, and solving problems. After completion of the master's program, students will return to their organizations where they will be able to utilizing the skills and abilities acquired through this concentration.

- **Accounting and Finance Specialist Training Program**

This concentration is for accounting professionals and individuals who are responsible for the design and operation of financial management and accounting systems, as well as those who wish to take on such a position. Therefore, this concentration is intended for students who wish to investigate contemporary accounting phenomena in a multilateral manner, and to commit to maintaining operation ability. In this concentration, we develop in students' the skills that are required for accounting professions such as financial accountant, management accountant, and chief financial officer.

Independent Program

- **Regional Public Policy Program**

- For regional communities to thrive and enjoy independence, it is essential to develop policies based on the realities in the region. This concentration develops government officials, business people, and non-profit organization staff who will be responsible for the development of policies for regional communities. This concentration also offers recurrent education for local government officials and members of local assemblies who are involved in policy development in the Chugoku and Shikoku regions of Japan to improve their skills as policy makers. Students will belong to either the Division of Legal and Political Theory or the Division of Economic Theory and Policy, and will receive research guidance from the faculty members of their chosen division.

*Prospective students who wish to enroll in the Regional Public Policy Program must indicate their desired division on their admission application. Prospective students should also write the name of the faculty member whom they wish to have as an academic advisor on the application document.

III. Admission Requirements

1. Number of Admitted Students

Students in the Master's English Program will belong to one divisions, but they will mainly take courses offered in English as specified by the Master's English Program. The maximum number of students per division is as follows:

Divisions	Professional Programs	Researcher Programs	Advanced Human Resources Training Programs	Quota
International Society	International Languages and Cultures International Law and Politics International Comparative Economics		International Mutual Understanding Program English Teaching Program Law and Politics in a Globalized Society Program Core Human Resource Development in East Asia Program	14
Japanese and Asian Culture	Japanese and Asian Literature and Culture Linguistics		Asian Languages and Culture Program Fostering Japanese Language Teachers in Secondary Education Program Japanese Pedagogy Program	12
Human Socio-Culture	Philosophy and History of Ideas Aesthetics and History of Art History and Archeology Field Science Psychology		Socio-Cultural Studies Program Multicultural Symbiosis Program Social Studies Education Program Highly Professional Human Resource of Psychology Program	30
Legal and Political Theory	Legal and Political Theory		Public Law and Policy Program Business Law Program Legal Services Program	15
Economic Theory and Policy	Economic Theory and Statistics Socio-Economic Planning and Policy Science		Policy Practice Program	6
Management Sciences	Business Administration Accounting		Leadership Training Program Accounting and Finance Specialist Training Program	11
Total				8

2. Overview of Examination Schedules

The examination schedules for this round of admission is as follows:

Submission period for application	July 9 – July 13, 2018
Selection	August 21, 2018 (Document screening)
Announcement of selection results	13:00, September 3, 2018 (On the Website & E-mail)
Enrollment	September 13 – September 14, 2018

Note: See below for the details of examination schedules.

3. Eligibility for Application

Prospective students are eligible to apply for admission to GSHSS as an international student provided that they (i) satisfy one of the below eligibility requirements, (ii) do not have Japanese citizenship, and (iii) are likely to be able to obtain the Resident status of “College Student”, as stipulated in the "Immigration Control and Refugee Recognition Act", after they are admitted to the Graduate School.

1. A graduate from a Japanese university, or be expecting to graduate from a Japanese university by March 31, 2018.
2. A holder of a bachelor's degree in accordance with the 1947 School Education Law (No. 26, Article 104, Section 4), or be expected to receive such a degree by March 31, 2018.
3. A person who has completed 16 years of formal schooling in a foreign country or be expected to complete such education by March 31, 2018.
4. A person who has completed 16 years of formal schooling in a foreign country by earning correspondence-course credits from a schooling program in Japan, or be expected to complete such education by March 31, 2018.
5. A person who has taken courses from a foreign university in Japan (completing 16 years of education), thereby completing the required number of years of schooling recognized by the Ministry of Education, Culture, Sports, Science and Technology (MEXT), or be expected to complete such education by March 31, 2018 (see 2005 MEXT Notification No. 9).
6. A holder of a degree equivalent to a bachelor's degree obtained by attending an overseas university or other overseas school (limited to those whose education and research activities have been evaluated by persons who have been certified by the relevant country's government or a related institution, or have been separately designated by MEXT as being equivalent to such) and graduated from a program that requires 3 or more years to complete (includes graduating from a program organized by the relevant overseas school while living in Japan through distance learning, as well as graduating from a program organized by an educational facility established with the relevant overseas country's school education system and has received the designation mentioned above).
7. A person who has completed the specialized curriculum of a higher vocational school of four years or more and has been specially selected by MEXT, or expects to complete such education by March 31, 2018 (see 2005 MEXT Notification No. 169).

8. A person who has been selected by MEXT (see 1953 MEXT Notification No. 5).
9. A person who is recognized by GSHSS as having academic ability equivalent to that of an undergraduate and who is 22 years old or more by March 31, 2018. (Note that eligibility screening is required in this instance).

- * Prospective students who wish to apply under eligibility criteria 2 or 3 will be subject to eligibility screening before applying for admission.
- * Prospective students who do not have Japanese citizenship must obtain the resident status of “College Student”, as stipulated in the "Immigration Control and Refugee Recognition Act", after they are admitted to the Graduate School.
- * If a prospective student who has applied for admission with the expectation that they would graduate from their school or complete their studies by September 2018 but they were not able to do so, their admission will be cancelled.

4. Screening of Admission Eligibility

(1) Application for Admission Eligibility Screening

Prospective students under the above eligibility criteria 2 or 3 will be subject to eligibility screening before applying for admission. Such prospective students must submit their application documents for eligibility screening, as specified below (3). Applications must be mailed via post to the address specified below (2) during the application period for eligibility screening.

Prospective students must apply by the specified deadline in accordance with the below procedure.

(2) Application Period for Eligibility Screening for International Student Special Admission and Place of Submission

Applications for eligibility screening must be sent via postal mail to the following address:

Place of Submission:

Graduate School of Humanities and Social Sciences, Okayama University
3-1-1, Tsushima-Naka, Kita-Ku, Okayama, 700-8530 JAPAN

Applications must arrive at the university by: February XXXX, 2018

On the address-side of the envelope, the applicant must write in red ink “Application documents enclosed for eligibility screening for international student special admission, master’s program, Graduate School of Humanities and Social Sciences, Okayama University.” Applications from outside of Japan must be sent by using the Express Mail Service (EMS).

(3) Application Documents for Eligibility Screening

1. Application for Eligibility Screening for Admission Application (designated form of GSHSS)
2. Resume (designated form of GSHSS)
3. A list of research achievements or a report on the progress of their research (about 2,000

words in English)

4. Certificate of graduation (or anticipated graduation) from the last academic institution that the applicant attended
5. Academic transcript from the last academic institution
6. (In the case of apply from inside Japan) Return envelope for notification of screening result (Long Envelope *Nagagata* No. 3, 230 mm × 120 mm. On the envelop, applicants must fill in their name, address, postal code, and paste a ¥392 stamp for simple registered mail).
(In the case of apply from outside Japan) The Office sends pdf documents to applicants by e-mail.

Note: All documents must be original. (If applicants would like documents 4 and 5 above to be returned, a note stating their wish for return must be included. We will make a copy of the documents upon receipt and return the original to the applicant.)

(4) Request for Application Forms for Eligibility Screening

To obtain the eligibility screening application form, applicants must send a request by postal mail to the address specified above (2) by the deadline specified above (2). On the address-side of the envelope, applicant must write in red ink “Request for eligibility screening application form for admission application for master’s program, Graduate School of Humanities and Social Sciences, Okayama University”.

Applicants must enclose a return envelope (Long Envelope *Nagagata* No. 3, 230 mm × 120 mm). On the address-side of the envelope, applicants must fill in their name, address, postal code, and paste a ¥372 stamp (for express mail).

(5) Application Period for Eligibility Screening for General Admission and Place of Submission

The application period for eligibility screening for general admission (excluding international student special admission) is as follows:

Wednesday, 29 November 2017 through Friday, December 1, 2017

Applications can be submitted in person during the above period from 8:30 through 17:15.

To mail the application by post, on the address side of the envelope, applicants must write in red ink “Application documents enclosed for eligibility screening for admission application for master’s program, Graduate School of Humanities and Social Sciences, Okayama University”. Applications must arrive at the Graduate School by Friday, December 1, 2017 by registered express mail. Applications from outside of Japan must be sent by using the Express Mail Service (EMS).

(6) Method of the Eligibility Screening

Screening will be conducted based on the application documents. The Graduate School may request additional information or documents, as needed.

(7) Result of the Eligibility Screening

GSHSS will notify applicants of the result of the eligibility screening by postal mail around Friday, 15 December 2017. Application documents will not be returned to the applicant under any circumstances.

Prospective students who qualify for admission are required to complete the admission application procedures according to "Admission Guidelines for Students Seeking Master's Degree for Admission in April 2018". Certificates and other documents that were submitted for the eligibility screening do not need to be submitted again at the time of application for admission.

4. Preparation and Submission of Admission Application Documents

Prospective students must submit the application documents in person or by postal mail during the application period.

Location for submission:

Graduate School of Humanities and Social Sciences, Okayama University
3-1-1, Tsushima-Naka, Kita-Ku, Okayama, 700-8530 JAPAN

(1) Admission Application, Examination Slip, and Photo Slip

Prospective students must:

- a) (in the case of apply from outside Japan) complete the application form attached to the guidelines' brochure.

(in the case of apply from outside Japan) [download](#) [word](#) [*Translation of the form](#) [pdf](#) [*Sample](#) [pdf](#)

* Applicants wishing to be admitted to the English program should contact (via e-mail), and get approved by, their potential academic advisor, with whom you want to work while at Okayama. An application form should include the name of the potential supervisor.

See: https://www.okayama-u.ac.jp/user/hss/eng/For_Prospective_Students/Masters_Course.html

New Staff Arrangement in Master's Course from April 2018 [pdf](#)

- * Applicants need to make contact with the office of GSHSS to obtain the application form.
- * Unless you are a native speaker of English and/or you have finished your undergraduate degree at an English speaking institution, a proof of your English language skill must be included in your application. This includes your test score from TOEFL-iBT, IELTS, or TOEIC, or other official documents demonstrating your English language skills.

- b) paste a photograph of the applicant on the designated space on the application form and photo slip. The photograph must be taken in the last 3 months, and must be 4 cm in length and 3 cm in width. The applicant's head must face the camera and upper body must be included. Applicants must not wear a hat or head covering. Applicants must write their name on the back of the photo.

- c) fill out the “Desired Academic Advisor” field on the application form, after contacting the faculty member in advance.

(2) Receipt of Admission Fee (¥30,000)

- a) The applicant must pay the admission fee by bank transfer from the teller at a financial institutions (including Japan Post Bank or post office) using the attached “Admission Fee Payment Form.” Cash machines or similar may not be used. The applicant must paste the “Receipt of Admission Fee Payment” on the designated space on the back of the application form.
- b) To make the payment, a bank transfer fee is required in addition to the admission fee. Applicants, especially those making a payment from outside Japan, must check the bank transfer fee in advance and be sure to pay the exact amount.

[Payment Method](#) [pdf](#)

(3) Certificate of Graduation (or Anticipated Graduation)

The Certificate of Graduation must be issued by the university president or department chair of the last academic institution the applicant attended.

(4) Academic Transcript

The applicant’s academic transcript must be issued by the university president or department chair of the last academic institution the applicant attended. (If the applicant was transferred to the last academic institution, transcripts from both the last academic institution and the prior institution are required.)

(5) Research Plan

The research plan must be A4 size and contain approximately 2,000 words.

(6) (In the case of apply from outside Japan) Resident's card (required for non-Japanese nationals who reside in Japan only)

The resident’s card must show the applicant’s status of residence and period of stay.

(7) Resume [downlad](#) [word](#) [*Translation of the form](#) [pdf](#)

(8) Return Envelope for Examination Slip

(In the case of apply from outside Japan) Applicants must enclose the return envelope attached to these application guidelines. GSHSS will use the envelope to send the examination slip to the applicant. On the address side of the envelope, applicants must fill in their name, address, and postal code, and a ¥402 stamp (for simple registered mail).

(In the case of apply from outside Japan) The Office sends pdf documents to applicants by e-mail.

(9) Evidence of English Language Proficiency

Applicants must submit original documents evidencing their English proficiency. Evidence can be a diploma from a university located in an English-speaking region, a certificate obtained through an external examination such as TOEFL-iBT, IELTS, TOEIC, or Eiken, or another

document demonstrating the applicant's English language skill. After confirmation, we will return the original document to the applicant.

(10) Certificate of Government Scholarship (required for Government Scholarship Students only)

The Certificate of Government Scholarship must be issued by the president of the applicant's current university, and must state that the applicant is a government-sponsored international student of the university.

(11) Certificate (or Application for Conferment) of Bachelor's Degree (required only for prospective students applying under eligibility (2) of "II.(3) Eligibility for Application")

If the applicant has not received a degree at the time of application but is expected to receive a degree by March 31, 2018, in accordance with the 1947 School Education Law (No. 26, Article 104, Section 4), the applicant must submit both a "certificate of anticipated completion of majored program at applicant's current junior college or higher professional school" and a "certificate issued by the president of junior college or higher professional school stating that the applicant is expected to apply for a bachelor's degree".

- * If any of the above certifications or official documents are written in languages other than Japanese, the applicant must attach a Japanese translation.
- * In principle, government sponsored international students are exempt from admission fee payment and thus are not required to submit the ¥30,000 admission fee, except in cases where the scholarship term ends before March 31, 2018. If extension of scholarship term is approved after the payment, the admission fee will be refunded.
- * All documents must be original. (If applicants would like documents (3) and (4) be returned, a note stating their wish for return must be included with the application documents. We will make a copy of the documents upon receipt, and return the original to the applicant.)

6. Application Period

Wednesday, 10 January 2018 through Tuesday, 10 January 2018

Application can be submitted in person during the above period from 8:30 through 17:15.

To mail the application by post, on the address-side of the envelope, applicants must write in red ink "Admission application enclosed for master's program, Graduate School of Humanities and Social Sciences, Okayama University, for April 2018 Admission". Applications must be sent to the Graduate School of Humanities and Social Sciences by registered express mail. To mail applications from outside of Japan, applicants must use the Express Mail Service (EMS). Applications by postal mail must arrive at the Graduate School by Tuesday, 16 January 2018. Regarding applications that are delivered after the deadline, only those postmarked by Monday, 15 December 2018 will be accepted.

7. Issuance of Examination Slip

An examination slip will be sent to the applicant around Thursday, 1 February 2018. If

applicants do not receive an examination slip by Tuesday, 6 February 2018, they should contact the Academic Affairs Office of GSHSS.

8. Special Accommodations for Applicants with Disabilities During Examination and Studies

If prospective students who have disabilities would like to have special accommodations during examinations or during their studies, they must consult the Graduate School prior to application for admission as described below.

(1) Consultation Method

Applicants must request a “Consultation Letter in Advance of the Admission Application” form from the Graduate School, and submit the completed form by deadline below.

Contact:

Graduate School of Humanities and Social Sciences, Okayama University
3-1-1, Tsushima-Naka, Kita-Ku, Okayama, 700-8530 JAPAN
Phone: +81-(0)86-251-7350

(2) Consultation Deadline

Friday, 1 December 2017

9. Date and Location of Examination

(1) Examination Date

Friday, 16 February 2018

(2) Examination Location

Lecture Room Building and Building No.1 (Tentative)
Faculty of Letters, Law, Economics, Okayama University
3-1-1, Tsushima-Naka, Kita-Ku, Okayama,

10. Announcement of Accepted Applicants

Accepted applicants will be announced at 13:00 on Monday, 26 February 2018.

The admission numbers of the accepted applicants will be posted on the bulletin board of the faculties of Letters, Law, and Economics, as well as on the GSHSS website. Accepted applicants will also be notified via postal mail.

GSHSS will not respond to any inquiries about acceptance by phone or other means.

11. Enrollment Process

Accepted students will be admitted to the Graduate School by completing the enrollment procedure. The period for enrollment is from Thursday, 15 March through Friday, 16 March 2018. Further details will be sent to accepted students at a later date.

12. Disclosure of Examination Information

Examination information (personal information) may be disclosed in the following manner.

(1) Disclosure Recipients

Applicants for the Master's English Program of GSHSS Okayama University for April 2018 Admission.

(2) Disclosed Information

The following information may be disclosed to applicants:

- Applicant's examination result (total score)
- Scores of accepted students (scores of students of the admission category that the applicant applied for (highest and lowest scores). However, we will not disclose such information if there are less than 5 accepted students in the admission category concerned.)

(3) Method for Disclosure Request

Applicants must submit a "Request for Disclosure of Information concerning Admission Examination" form (designated form) together with the applicant's examination slip to the GSHSS Academic Affairs Office during the disclosure request period described below (4). To obtain the form, applicants must submit the request to the GSHSS Academic Affairs Office in person or by postal mail.

To request the "Request for Disclosure of Information concerning Admission Examination" form by postal mail, applicants must send a letter stating their request together with their examination number. Applicants must enclose a return envelope (Long Envelope *Nagagata* No. 3, 230 mm × 120 mm). On the address side of the envelope, applicants must fill in their name, address, zip code, and paste a ¥82 stamp.

(4) Period for Disclosure Request

GSHSS will accept disclosure requests from 9:00 to 17:15 from Tuesday, 1 May 2018 through Friday, 29 June 2018 (excluding Saturday, Sunday, and public holidays). Requests that are delivered to the Graduate School after Monday, 2 July 2018 by postal mail will be accepted only if they are postmarked by Friday, June 29 2018.

(5) Method of Disclosure

Upon receipt of an examination information disclosure request, the Graduate School will promptly mail the information to the applicants as soon as the notification letter is prepared.

However, if the request is incomplete, we may not disclose the information or ask the applicant to correctly refile the request.

13. Others

(1) "Desired Academic Advisor" Field on the Admission Application Form

Prior to submitting their application, applicants must contact a faculty member whom they wish to have as an academic advisor, receive his or her consent, and put the name of the faculty

member in the “desired academic advisor” field on the application.

Applicants should refer to the Okayama University website (<http://www.okayama-u.ac.jp>) for information on faculty members, including education and research information.

(2) Refund of Admission Fee

The admission fee will not be refunded, except in the following cases:

- A prospective student paid the admission fee but did not submit the application documents.
- A prospective student paid the admission fee but their application was not received by the Graduate School.
- A prospective student paid the admission fee multiple times by mistake.
- A government sponsored international student whose scholarship term was originally scheduled to end on Saturday, 31 March 2018 paid the admission fee but the extension of their scholarship term was granted after the payment.

(3) Method for Refund

Those who wish to receive an admission fee refund must contact the address below to obtain a refund request form:

Graduate School of Humanities and Social Sciences, Okayama University
3-1-1, Tsushima-Naka, Kita-Ku, Okayama, 700-8530 JAPAN

14. Tuition Fee and Others

- **Registration Fee:** ¥282,000 (tentative)
Accepted students must pay the registration fee at the time of enrollment from 15 through 16 March 2018.
- **Annual Tuition Fee:** ¥535,800 (tentative)

If the fee amount is revised at the time of admission or while they are in school, the revised amount will be applicable as of the time of revision. The tuition fee must be paid by bank transfer (the tuition fee will be automatically withdrawn from the bank account specified by the student on specified dates).

15. Handling of Personal Information

The submitted application documents and the personal information contained in the application documents will be used only for the admission process.

Personal information stated on the application form, such as name, sex, date of birth, current address, academic institutions student has attended, will be used to register accepted students in our academic affairs system.

In addition, personal information of accepted applicants such as examination number and name will be entered into the university's Tuition Fees Loan Management Administration System and Tuition Exemption Administrative System.

In cases where students file applications for admission fee exemption, deferment of admission fee collection, tuition fee exemption, or the Japan Student Services Organization Scholarship, the University may use the students' admission examination results and academic transcripts for assessing their academic ability with regards to tuition fee exemption and others.

16. Financial Aid

There are various financial aid systems available at the Graduate School, including exemption or deferment of admission fee payment, tuition fee exemption, and scholarships.

17. Degrees Awarded

One of the below degrees are awarded to students who satisfy the completion requirements.

Major/Division	Degrees Awarded
International Society	Master's Degree in Letters, Law, Economics, Cultural Science, or Arts
Japanese and Asian Culture	Master's Degree in Letters, Cultural Science, or Arts
Human Socio-Culture	Master's Degree in Letters, Cultural Science, or Arts
Legal and Political Theory	Master's Degree in Law, Public Policy, or Arts
Economic Theory and Policy	Master's Degree in Economics, Public Policy, or Arts
Management Sciences	Master's Degree in Economics, Business Administration, or Arts

18. Application for International Student Housing

Applicants who wish to reside in the international student housing must contact the address below.

Entrance Exam for Graduate School, Center for Global Partnerships and Education,
Okayama University

2-1-1, Tsushima-Naka, Kita-Ku, Okayama, 700-8530 JAPAN

Phone: +81-(0)86-251-7038, 7079

FAX: +81-(0)86-252-5022

E-mail: dde7600@adm.okayama-u.ac.jp

Students' housing will be determined by lottery. If there are a large number of applications for international student housing, we may not be able to accommodate all applicants.

19. Request for Admission Application Form

To obtain an admission application form, applicants must send a request by postal mail to the address below. On the address-side of the envelop, the applicant must write in red ink "Request for admission application form for master's program".

Applicants must enclose a return envelope (*Kakugata* No. 2, 330 mm × 240 mm). On the address-side of the envelope, applicants must fill in their name, address, postal code, and paste a ¥250 stamp (¥530 yen for express mail).

Graduate School of Humanities and Social Sciences, Okayama University

3-1-1, Tsushima-Naka, Kita-Ku, Okayama, 700-8530 JAPAN

Fax: +81-(0)86-251-7350

For enquiries, please contact the Academic Affairs Office, GSHSS.